

MAINTENANCE WORKER II

DEFINITION

Under the general supervision of the Maintenance Supervisor, performs semi-skilled and skilled maintenance repair and construction tasks pertaining to school facilities, offices and large buildings; assists other maintenance personnel in the performance of semi-skilled functions in one or more building and maintenance trade areas; performs other related work as assigned and/or required.

ESSENTIAL DUTIES

- performs semi-skilled and skilled tasks of a general nature in maintenance, repair and construction work in the basic maintenance trades, including carpentry, painting, electrical, plumbing, heating, ventilation, air conditioning, locksmithing, carpet and tile installation and metalsmithing
- assists in or performs various functions in the construction, installation and maintenance of roofs, furniture, fences, playground equipment, shelving, chalkboards, bulletin boards, door locks and closures and a variety of other structures and fixtures
- performs and/or assists in the installation, repair and maintenance of gas, water and electrical lines
- may install and replace door and window glass
- makes minor electrical installations and repairs
- adjusts and maintains electrical equipment and a variety of apparatus and devices
- assists in the repair and maintenance of heating, ventilation, and cooling equipment
- assists in replacing carpeting and floor tile
- assists in the installation, repair, and maintenance of door locks and closures
- changes filters, belts, cleans coils on a variety of HVAC units
- operates equipment, such as light trucks, tractors, and other related motorized equipment

QUALIFICATIONS

Ability to: Skillfully use a variety of tools and equipment utilized in one or more of the basic maintenance trades; work from blueprints, shop drawings and sketches; maintain simple records and prepare reports; understand and carry out oral and written directions; establish and maintain cooperative working relationships.

Knowledge of: Basic methods, techniques, materials, tools and equipment used in maintenance, repair and construction functions; rules, regulations and operational procedures pertaining to repair, maintenance and construction of school buildings, machines and equipment; safe working methods and procedures; OSHA and South Coast Air Quality regulations.

PHYSICAL DEMANDS

The physical activities listed below are examples of the physical aspects that this classification must perform in carrying out essential job functions.

- * will frequently exert 50 to 75 pounds of force to lift, carry, push, pull or otherwise move objects
- * will stand, sit, walk, kneel, crouch, bend at the waist, reach above shoulder level and occasionally ascend and descend ladders, stairs, scaffolding and ramps
- * must possess the ability to hear and perceive the nature of sound
- * must possess visual acuity and depth perception
- * must be able to provide oral information, both in person and over the telephone and other electronic communication devices
- * must possess the manual dexterity to operate equipment and use hand tools, and handle and work with various materials and objects are important aspects of this job
- * may be exposed to hot, cold, wet, humid, or windy conditions, caused by weather

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the position.

EXPERIENCE AND EDUCATION

Experience: Two years as a semi-skilled or skilled worker in one or more of the basic maintenance trades.

Education: Verification of a High School diploma, a GED certificate or a higher degree supplemented by specific training in one or more of the maintenance trades is desirable.

License Requirement: Verification of the possession of a valid California Motor Vehicle Operator's License.